

BOARD OF DIRECTORS – ACTION SUMMARY
Thursday, September 14, 2006 – 6:00 p.m.

Administration Building
2101 Hurley Way, Sacramento, CA

CALL TO ORDER

The meeting was called to order by President Engellenner. Board Members present: Engellenner, Goold, Granados, Kelly, Trujillo, Valley. Directors Duveneck, Jones, Lawson, absent. Staff: Fire Chief Mette, General Counsel Margarita, Board Clerk Tilson.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, September 17 at 12:00 Noon and Monday, September 18 at 6:00 p.m. on Channel 14; Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN
DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA**

CONSENT AGENDA:

1. Board Meeting Action Summary—August 24, 2006

- **Board Action:**
Granados/Trujillo—approve the consent Agenda. Directors Engellenner, Goold, Granados, Trujillo, Valley, AYE. Director Kelly, abstained. Directors Duveneck, Jones, Lawson, absent. Motion carried.

ACTION ITEM(S)**1. Purchasing and Contracting Policy—(Ritter)**

- On August 24, 2006, this issue was presented to both the Policy Committee and the full Board.
- Staff recommends the Board adopt the policy (1) consolidating all related Purchasing and Contracting Policies into one, (2) reclassify the Policy from a Board to an Administrative Policy, and (3) approve the policy revisions of the Informal Bid Procedure, Informal Proposal Procedure, Formal Bid Procedure, Formal Proposal Procedure, and Contract Procedures.
- **Board Action:**
Goold/Granados—approve the staff recommendations. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.
- Director Goold recommended that anyone involved with District purchasing be educated in the near future to limit future conflicts or issues on implementation of this policy.
- Director Granados suggested policies be posted on the website whenever we go out to bid.
- Deputy Chief Ritter stated training currently is being developed with commitment to mandatory meetings for all budget officers.

Legal publications contain an announcement to potential vendors that proposals and bids are on the website, with two currently posted.

2. Fiscal Year 2006/2007 Final Budget—(Whitcomb)**A. Resolution No. 33-06 – Adopt 2006/2007 Final Budget**

- The five-page staff report from Fire Chief Mette provided final budget detail to include estimated total expenditures of \$163,407,684 and estimated total revenues of \$148,928,639. The difference of \$14,479,045 will be covered by \$7,514,212 from the Capital Fire Facilities Fund 212D, \$4,656,114 from Capital Improvement Reserves in Fund 212A, and \$2,308,719 from the General Fund balance.

- A Summary of the General Operating Budget providing for all ongoing expenditures to maintain the District follows:

| | |
|-------------------------------------|----------------------|
| General Operating Budget: | \$148,395,377 |
| One-Time Expenditure Plan Budget: | 2,753,944 |
| Capital Improvement Program Budget: | <u>12,258,363</u> |
| Total of All Budgets: | \$163,407,684 |

- The rollover from Fiscal Year ending June 30, 2006 was \$8,553,269 combined with a Fund Balance of \$25,667,532 for a total of \$34,220,801.
- Contingency Reserve of \$7,419,769 represents 5% of the General Operating Budget and meets the Board guideline.
- The Finance Committee recommended the Final Budget be forwarded to the full Board for approval.
- The Resolution for adoption of the Final Budget for Fiscal Year 2006/2007 contained a breakdown of the budget requirements:

| | |
|----------------------------------|----------------------|
| - Salaries and Employee Benefits | \$121,987,614 |
| - Services and Supplies | 20,013,410 |
| - Taxes, Licenses, Assessments | 1,880,100 |
| - Fixed Assets: | |
| Land | 8,500 |
| Structures and Improvements | 12,300,608 |
| Equipment | <u>7,187,452</u> |
| TOTAL BUDGET: | \$163,407,684 |

- **Board Action:**
Trujillo/Granados—approve the Resolution adopting the Final Budget. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

B. Resolution No. 34-06 – Adopt 2006/2007 Fund 212A Reserve Accounts

- **Board Action:**
Goold/Kelly—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

C. Resolution No. 35-06 – Adopt 2006/2007 Fund 212B Reserve Accounts

- **Board Action:**
Kelly/Goold—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

D. Resolution No. 36-06 – Adopt 2006/2007 Fund 212C Reserve Accounts

- **Board Action:**
Trujillo/Kelly—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

E. Resolution No. 37-06 – Adopt 2006/2007 Fund 212D Reserve Accounts

- **Board Action:**
Goold/Kelly—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

F. Resolution No. 38-06 – Adopt 2006/2007 Fund 212E Reserve Accounts

- **Board Action:**
Kelly/Granados—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

G. Resolution No. 39-06 – Adopt 2006/2007 Appropriations Limit Schedule

- Establishes the Fiscal Year 2006/2007 Appropriations Limit of \$218,557,432.
- **Board Action:**
Granados/Valley—adopt the Resolution. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

3. Election of Special District Representative for the Sacramento County Treasury Oversight Committee—Engellenner

- Deputy Chief Ritter stated Bill Sponable has been appointed as Director of Finance, effective September 18, 2006, and Fire Chief Mette is recommending his nomination.
- **Board Action:**
Granados/Goold—approve recommendation to nominate Bill Sponable. Directors Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Duveneck, Jones, Lawson, absent. Motion carried.

4. Elect California Special Districts Association (CSDA) Director – Region 2, Seat A—(Engellenner)

- The letter from CSDA for nomination of a candidate for election was never received by the Board; item removed from the Agenda.

PRESENTATION ITEM(S)

None

PRESIDENT’S REPORT—(Engellenner)

- Form distributed to the Board on upcoming election in November with four divisions open; two opposed and two unopposed.
- Fire Chief Evaluation form distributed to the Board – requested the completed form be returned to Board Clerk Tilson by the next meeting.

FIRE CHIEF’S REPORT—(Deputy Chief Ritter)

- Fire Chief Mette and several staff members are attending the International Fire Chiefs conference in Dallas, Texas.
- District is working with Daimler Chrysler Corporation through Mercedes-Benz USA to secure a hydrogen fuel cell vehicle. The Board will be kept informed.
- Incident report – 8 structure fires, 1 American River drowning. Held a press conference to offer a reward for the church fire; 2006 Operation River Safe was a success; reported on overhead team coverage of fires.

GENERAL COUNSEL'S REPORT—(Margarita) None**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Engellenner)**

- Next meeting: TBA

Communications Center Delegate—(Ritter)

- Received a presentation on the Strategic Plan for the Comm Center prepared by the Gartner Group; up for approval at the next meeting.
- Will be participating in oral interviews for the IT Manager tomorrow.
- Motorola issue – checking on coverage and additional antennas. Currently a work in progress.

Director Granados requested a status report if possible at the next meeting.

- Next Meeting: September 26, 2006 – 10:30 AM

California Fire & Rescue Training Authority—(Goold)

- Next meeting: TBD

Finance Committee—(Kelly)

- Next meeting: October 12, 2006 – 5:00 p.m.

Policy Committee—(Lawson)

- Next meeting: September 28, 2006 – 5:00 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS:**Valley:**

- The Sacramento Bee interviewed him. A question was posed but he had no answer on what the District can do if it runs out of water on a fire for lack of hydrants. He requested a report be brought back in response to this specific problem.

Deputy Chief Ritter stated we can get a group together from Fire Prevention and Operations to report back.

Trujillo:

- At the last Board meeting, he mentioned the fact that we had contractors doing work on our new fire stations that did not go out to bid. He asked Fire Chief Mette to distribute to the Board a list of the contractors who performed the work and the contract cost. He wanted to make sure that the workers were paid the prevailing wage rate.

Deputy Chief Ritter stated he would check on the status with Fire Chief Mette.

Granados:

- He expressed his appreciation to the firefighters who assisted on two medical aid incidents and hoped everyone is mindful of the bad air condition caused by the smoke.

ADJOURNMENT – Meeting adjourned at 6:35 p.m.

H. Peter Engellenner, President

Ray Trujillo, Secretary

Charlotte Tilson, Clerk of the Board